



CITY OF FAIRFIELD

Business License Office

1000 Webster Street, Fairfield, CA 94533-4883

Phone (707) 428-7509

Application Type:

- ☐ Address Change
- ☐ Owner Change
- ☐ New Business
- ☐ Business Name Change
- ☐ HOME OCCUPATION

☐ Out-Of-City Contractor

Copy of current contractor's license (pocket card) is required.

BUSINESS LICENSE APPLICATION

Please type or print, sign and return with payment. All sections must be completed.

APPLICANT MUST NOTIFY THIS OFFICE IN WRITING OF ANY CHANGES IN FACTS ON THIS APPLICATION

| | |
|---|--------------------------------------|
| Business Name (DBA) _____ | Start Date in Fairfield _____ |
| Corporate Name (if applicable) _____ | Number of Employees _____ |
| Business Location <small>(Cannot be P.O. Box per State of California Business & Professions Code-Section 17538.5)</small> _____ | Resale No. _____ |
| Mailing Address _____ | Federal ID No. _____ |
| City/State/Zip _____ | State ID No. _____ |
| Bus. Phone No. _____ Fax No. _____ | Health Permit _____ |
| Email Address _____ Website _____ | State Lic. No. _____ |
| Description of Business _____ | State Lic. Type _____ |
| | Expire Date _____ |

OWNER(S), PARTNER(S), OR CORPORATE OFFICER(S) INFORMATION

| | |
|---|------------------------------|
| Ownership: <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability <input type="checkbox"/> Corporation <input type="checkbox"/> Other: _____ | |
| Name _____ | Title _____ |
| Home Address <small>(Cannot be P.O. Box)</small> _____ | Driver Lic. No. _____ |
| Home Phone No. _____ Cell No. _____ | Soc. Sec. No. _____ |
| Name _____ | Date of Birth _____ |
| Home Address <small>(Cannot be P.O. Box)</small> _____ | Title _____ |
| Home Phone No. _____ Cell No. _____ | Driver Lic. No. _____ |
| | Soc. Sec. No. _____ |
| | Date of Birth _____ |

EMERGENCY CONTACT INFORMATION

| | |
|---------------------------|------------------------|
| Contact Name _____ | Phone No. _____ |
| Address _____ | Cell No. _____ |

PLEASE COMPLETE THE FOLLOWING AND SIGN BELOW

(to compute total license tax due, see reverse side)

A. Total year Gross Receipts

| | |
|-----------------|----------------------|
| \$ _____ | Tax Due _____ |
|-----------------|----------------------|

B. If Business is within DID Area

| |
|----------------------|
| DID Fee _____ |
|----------------------|

C. Prior Year Amended Tax (if applicable)

| |
|----------------------|
| Tax Due _____ |
|----------------------|

| | |
|---|-----------------|
| TOTAL TAX DUE <small>(sum of lines A, B, & C)</small> | \$ _____ |
|---|-----------------|

Gross Receipts are subject to audit. Underreporting of Gross Receipts will result in penalties of up to 100% of business tax paid.

I declare under penalty of perjury that the answers of the above questions have been examined by me and to the best of my knowledge are true and complete.

➡ _____
Signature of Owner or Representative

Title _____ Date _____

Thank you for doing business in the City of Fairfield

DEPT APPROVALS • FOR OFFICE USE ONLY

| | |
|--|--|
| BUSINESS LICENSE | Business License No. _____ |
| FIRE | NAIC/SIC Code _____ |
| BUILDING | Classification _____ |
| ZONING | DID Classification _____ |
| HEALTH <small>(if applicable)</small> | Amount Paid _____ |
| | Date Received _____ |
| | Receipt # _____ |
| | <input type="checkbox"/> Cash |
| | <input type="checkbox"/> Check No. _____ |

| | |
|---------------------------|--|
| Classification "A" | Retail sales, contractors, subcontractors, restaurants, property management or leasing, rentals, motels, personal or repair services, etc. |
| Classification "B" | Professionals, such as attorneys, architects, accountants, real estate agents and brokers, appraisers, doctors, consultants, engineers, bookkeepers, investigators, developers, advertising agents, interior designers, etc. |
| Classification "C" | Manufacturers, wholesalers with zero retail receipts, and administrative headquarters with zero Fairfield Gross Receipts. |

| Gross Receipts | | Business License Tax | | |
|--|----------------------|----------------------|----------|----------|
| <u>At Least</u> | <u>But Less Than</u> | <u>A</u> | <u>B</u> | <u>C</u> |
| \$0 | \$20,000 | \$20 | \$76 | \$20 |
| 20,000 | 40,000 | 50 | 76 | 20 |
| 40,000 | 60,000 | 60 | 90 | 24 |
| 60,000 | 80,000 | 70 | 96 | 28 |
| 80,000 | 100,000 | 80 | 120 | 32 |
| 100,000 | 120,000 | 90 | 136 | 36 |
| 120,000 | 140,000 | 100 | 150 | 40 |
| 140,000 | 160,000 | 110 | 166 | 44 |
| 160,000 | 180,000 | 120 | 180 | 48 |
| 180,000 | 200,000 | 130 | 196 | 52 |
| 200,000 | 240,000 | 146 | 220 | 58 |
| 240,000 | 280,000 | 170 | 256 | 70 |
| 280,000 | 320,000 | 190 | 286 | 82 |
| 320,000 | 360,000 | 210 | 316 | 94 |
| 360,000 | 400,000 | 230 | 346 | 106 |
| 400,000 | 450,000 | 250 | 376 | 118 |
| 450,000 | 500,000 | 270 | 406 | 130 |
| 500,000 | 550,000 | 290 | 436 | 142 |
| 550,000 | 600,000 | 310 | 466 | 154 |
| 600,000 | 700,000 | 330 | 646 | 172 |
| 700,000 | 800,000 | 350 | 766 | 196 |
| 800,000 | 900,000 | 370 | 826 | 220 |
| 900,000 | 1,000,000 | 390 | 886 | 244 |
| For each additional \$100,000 or fraction thereof: | | 15 | 15 | 10 |

The City of Fairfield collects a fee on behalf of the Downtown Improvement District to finance the promotional and business development activities of that organization. The D.I.D. fees equal \$1.35 for each \$1.00 of the Business License Tax Category "A" business, and \$.66 for each \$1.00 of Business License Tax for all other businesses. Pay this fee ONLY if you are located with the downtown boundaries shown on the map below.

The diagram illustrates a city grid with streets running horizontally and vertically. The streets are labeled as follows:

- Horizontal Streets (from top to bottom):**
 - Missouri Street
 - W. Texas Street
 - Empire Street
 - Kentucky Street (Odd #'s only)
- Vertical Streets (from left to right):**
 - Union Avenue
 - Jefferson Street
 - Webster Street
 - Jackson Street
 - Madison Street
 - Taylor Street
 - Great Jones Street
 - Pennsylvania Avenue

House numbers are indicated by the following patterns:

- Union Avenue:** 500-899 ODD (on the left side of the street)
- Jefferson Street:** 500-899 (on the left side of the street)
- Webster Street:** 500-899 (on the left side of the street)
- Jackson Street:** 500-899 (on the left side of the street)
- Madison Street:** 500-899 (on the left side of the street)
- Taylor Street:** 500-899 (on the left side of the street)
- Great Jones Street:** 500-899 (on the left side of the street)
- Pennsylvania Avenue:** 500-899 EVEN (on the right side of the street)

Specific house numbers are also marked on the vertical streets:

- Union Avenue:** 600-1299 (on the right side of the street, between Missouri and W. Texas Streets)
- Jefferson Street:** 600-1299 (on the right side of the street, between Missouri and W. Texas Streets)
- Webster Street:** 600-1299 (on the right side of the street, between Missouri and W. Texas Streets)
- Jackson Street:** 600-1299 (on the right side of the street, between Missouri and W. Texas Streets)
- Madison Street:** 600-1299 (on the right side of the street, between Missouri and W. Texas Streets)
- Taylor Street:** 600-1299 (on the right side of the street, between Missouri and W. Texas Streets)
- Great Jones Street:** 600-1299 (on the right side of the street, between Missouri and W. Texas Streets)
- Pennsylvania Avenue:** 600-1299 (on the right side of the street, between Missouri and W. Texas Streets)